



HARRIET TUBMAN
SCHOOL OF SCIENCE
& TECHNOLOGY
"A Lighthouse in the Community"

Harriet Tubman School of Science and Technology
Board of Directors Special Call Meeting
Meeting Minutes

Date and Time :Monday, March 29, 2021 at 7:15pm

Location: Due to COVID-19 related safety precautions, the budget hearing will be held over conference call using meeting details published on school website.

Attendance: Board Members present included Angela Chambliss, Marilyn Johnson, Gary Vause, and Lela Howard. Quorum established. Board members Kamaria Finch and James Agazie were absent.

a. Opening Meeting called to order at 7:15pm by Angela Chambliss

Angela Chambliss requested for all participants present to review the published agenda. Dr. Johnson made a motion to approve the agenda adding for the inclusion of vote on new board member to the agenda. Additionally, she requested that we remove vote on financial policies. Lela Howard seconded the motion. Vote passed unanimously. The agenda will be followed as modified.

b. Public Comment No visitors present for public comment.

c. Executive Session Dr. Johnson motioned for the approval of entering into executive session for the purpose of reviewing agreement between the board and ED and employee hazard pay allocation at 7:20pm. Lela Howard seconded. Vote passed unanimously.
Executive Session commenced. Please reference enclosed affidavit.

Lela Howard motioned for the closing of executive session at 7:58pm. Dr. Johnson seconded. Vote passed unanimously.

d. Board Votes

a. **Approve Teachers' Hazardous Pay Allocation** - Lela Howard motioned for the approval of one time hazard payment allotment to onsite staff of 20% salary and 15% for remote staff. Dr. Johnson seconded. Vote passed unanimously.

b. **Approve ED Agreement** – Lela Howard motioned for the approval of the ED Agreement and terms reviewed during executive session. Dr. Johnson seconded. Vote passed unanimously.

c. **Surety Bond Approval** – Dr. Johnson motioned for the approval of the proposed surety bond with Alliant Securities. Lela Howard seconded. Vote passed unanimously.

e. Overview of Financial Policies CFO, Terence Washington provided an overview of the revised financial policy document. The purpose of this document is to identify best practices for improving financial controls and fiscal oversight for the school. In addition, the policy document is being updated to align with federal and state regulation. Angela Chambliss stated that policies will be voted and adopted during next meeting.

f. Additional Board Votes

g. **Approval of Independent Financial Audit and terms of contract** – Lela Howard motioned for approval to conduct an independent financial audit and terms of contract be negotiable. Dr. Johnson seconded the motion. Motion passed unanimously.

h. **Approval of hiring Federal Grants Manager and terms of contract** – Lela Howard motioned for the approval to hire a federal grants manager with a month-to-month contract pending the scope of work identification. Dr. Johnson seconded the motion. Motion passed unanimously.

g. Appointment of New Board Member

Dr. Johnson voted for the approval of James Presley to be added as a member of the board. Lela Howard seconded the motion. Motion passed unanimously. Angela Chambliss welcomed Mr. Presley to the board.

Closing Items

Angela Chambliss adjourned the meeting at 8:16pm.

TO BE USED ONLY FOR EXECUTIVE SESSION

Executive Session Affidavit

The undersigned chairperson or presiding officer, under oath, certifies that at a meeting of the Harriet Tubman School of Science and Technology School Board held on March 29, 2021 the School Board closed its meeting as permitted by the Open Meetings Act of Georgia O.C.G.A. 50-14-1 through 50-14-6. The only matter(s) considered or discussed during the closed meeting are as indicated below:

_____ To discuss future acquisition of real estate O.C.G.A. 50-14-3 (4).

 X To discuss or deliberate the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of an employee O.C.G.A. 50-14-3 (6).

_____ To consult with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or an officer or employee or in which the officer or employee may be directly involved O.C.G.A. 50-14-2.

_____ To consider a matter involving the disclosure of personally identifiable information from a student's educational records 20 USC 1232(g).

This _____ day of _____, _____

Signature of Chairperson or Presiding Officer

Sworn to & Subscribed Before Me
On The Above Indicated Date:

Notary Public, State of Georgia
Commission Expires _____